



August 14, 2017

**INVITATION FOR BID GSA-057-17**  
**PRINTING SERVICES (FORM) FOR DPHSS**

**Questions received from SunLeader Guam Co., Ltd. 07/10/17**

**Question: 1**

Extension of the submittal of all questions/concerns from July 12, 2017 to July 19, 2017, to give us ample time to review the bid.

**Response:** See attached "Amendment 4"

**Question: 2**

Extension of the bid opening from July 24, 2017 to August 7, 2017 at 11:00 am., to give us enough time to secure Our bid bond; and

**Response:** See attached "Amendment 4"

**Question: 3**

To consider the said Bid as "All or None" bid, due to economies of scale.

**Response:** The bid will remain status quo. DPHSS recommends open competition on all bid items.

**Questions received from Copy Xpress 07/12/17**

**Question: 1**

Descriptive Literature. The IFB's cover sheet indicates the descriptive literature not necessary; however, the item #19 of General Terms and Conditions (page 32) shows contrary. Which one do we follow? If we have to submit them, do we have to submit the literatures for all 200 items (forms)?

**Response:** See attached "Amendment 4" (Descriptive Literature not required)

**Question: 2**

Delivery. 10 days upon receipt of purchase order. Some items (forms) require either new designs or edits and certain forms without digital ready files may require additional time for the design process. Can we assume that this requirement would be applied to those items (forms) with digital ready files?

**Response:** See attached "Amendment 4"

**Question: 3**

Design, Layout or Typesetting Fees. Is DPHSS going to provide digital ready files for all 200 items, except those specifically indicated to create a new design?

**Response:** Item numbers are respectively listed below to identify which are digital ready and which will require design, layout or typesetting.

Questions received from M.E. International 07/12/17

**Question: 1 (1.1 Laboratory Form)**

To what does 14.5# UCP refer? Is it the weight.

**Response:** #14.5 is the thickness and UCP indicates Carbonless paper. (# stands for gsm = grams per square meter weight; UCP stands for Universal Carrier Printing, method of printing carbonless copy paper just as NCR stands for no carbon required) These codes are unique/different/depending on which printing standard is used.

**Question: 2 (3.1 STD Interview Record Form)**

If its 3 pages, does it mean that its 2 sheets, sheet 1 is 2 sided and sheet 2 is 1 sided? If so is it stapled? Or is it printed on 11x17 paper and folded in half so that there are 3 pages?

**Response:** 2 sheets of paper, Sheet 1 is 2-sided, Sheet 2 is 1-sided; not stapled.

**Question: 3 (6.1 & 7.1 Child Immunization Consent Form and Adult Immunization Consent Form)**

What is Color Digital Ready? Does that mean that digital Artwork will be provided or do we need to make up the artwork and have a digital copy ready?

**Response:** Digital file will be provided to successful bidder.

**Question: 4 (8.1 Patient Eligibility Screen Record Form)**

What is Reprints with Edits, New Artwork? What does Expert Color mean?

**Response:** It is meant to reproduce form with edits to what is current. Similar to Astrobright Color paper, there is an Expert Multi-purpose Color Paper.

**Question: 5 (12.1 & 13.1 Vaccine Information Forms)**

Can a similar color be used if our vendor does not have the Astro Bright Colors?

**Response:** No

**Question: 6 (17.1 & 18.1 TEMP Log Sheets)**

Please clarify this order will be 2 sets of 300 copies of 2 stapled single sided CMYK pages, so total number of copies is 600?

**Response:** Yes (for each line item)

**Question: 7 (19.1 & 47.1 Immunization Report Card Form)**

To what does Personalized, Include CDC Disclaimer refer?

**Response:** Standard form that will be personalize by adding a statement that usually includes program name and contact information, funding source and grant #.

**Question: 8 (20.1 Morbidity Report Form)**

What Ink Color?

**Response:** Two (2) Color – Black & Red

**Question: 9 (23.1 Applications for Public Benefit)**

Is this requesting for 16 pages to be reduced and printed on 2 letter sized sheets?

**Response:** 16 pages, printed on 2-sides on letter size (8.5" x 11") paper, for a total of 8 sheets.

**Question: 10.1 ( 24.1; 25.1; 26.1; 28.1; 29.1; 30.1; 32.1; 33.1; 34.1; 37.1; 38.1; 39.1; 40.1; 74.1; 75.1; & 76.1) "Applications for Benefits"**

Will the translated Chamorro, Chuukese and Tagalog verbage be provided?

**Response:** No, translation for print to Chamorro, Chuukese, and Tagalog is requested as part of each respective print job.

**Question: 11 (35.1 Change Report Form)**

Does this have to be padded by 100/pd. like the others? The unit says LOT but it doesn't say padded.

**Response:** No.

**Question: 12 (35.1 – 40.1)**

Please clarify what LOT is, if 20000 LOT and its 100/pad, does it mean 200 pads total? Or 20,000 pads (2,000,000 total)

**Response:** The request should be for 200 pads.

**Question: 13 (45.1 Declaration of Paternity Form)**

What is the Paper Type?

**Response:** Regular Stock Paper

**Question: 14 (41.1 – 44.1 & 46.1)**

Does 10000 Lot mean 10000 sets?

**Response:** 41.1 & 42.1 are at a 100 sets per pad and should be 100 pads. 43.1, 44.1 & 46.1 is 10,000 copies of each.

**Question: 15 (48.1 Immunization Protocol Immunization Advisory Guam School Form)**

How many pages? Is it 1 or 2 sided print? Also, What's Personalized, and including CDC Disclaimer?

**Response:** Item 48.1 will be deleted due to duplication with item 200.1

**Question: 16 (49.1 – 51.1)**

Does 1c mean 1 color? What color? Is it just one page?

**Response:** 49.1 – 51.1 (1 color, black, 1 page)

**Question: 17 (52.1 – 54.1)**

To what does 1c/Oc black refer? These all say 2 part NCR. Do these forms have white top copies and either yellow or pink 2nd NCRs?

**Response:** 52.1 Carbonless Paper, 1 color, Black, 1<sup>st</sup> page (Yellow), 2<sup>nd</sup> page (Yellow); 53.1 Carbonless Paper, 1 color, Black, 1<sup>st</sup> page (White), 2<sup>nd</sup> page (Yellow); 54.1 Carbonless Paper, 1 color, Black, 1<sup>st</sup> page (White), 2<sup>nd</sup> page (Pink)

**Question: 18 (57.1 Business Cards)**

Can we obtain a sample to assure color matching?

**Response:** Yes.

**Question: 19 (58.1 Appointment Card)**

What does "hard paper" mean? What is the Ink Color? Is it a one page single sided print?

**Response:** "Hard Paper" means, standard cardstock.

**Question: 20 (62.1 Guam Community Health Center)**

Is it a single sided print?

**Response:** 2-sided, one color – black

**Question: 21 (63.1 Tri Fold Ryan White)**

What is the Weight of the Glossy paper? Does multiple color mean full color?

**Response:** The weight is 80# (pounds). Yes, multiple color means full color.

**Question: 22 (65.1 Immunization Information System)**

Is this full color? "2 Folds" What type of fold?

**Response:** Yes full color. Standard Bi-Fold

**Question: 23 (66.1 GuWebIZ)**

Is this a color brochure?

**Response:** Yes, full color

**Question: 24 (90.1 – 96.1 HIPPA Compliant Sign In Sheet)**

Will you be able to provide a sample as this is a highly customized print.

**Response:** Yes

**Question: 25 (94.1 – 96.1 Better Choices Eat ... Handouts)**

What is the weight of the Glossy Paper?

**Response:** 20# paper weight

**Question: 26 (100.1 Bio-Hazard Placard)**

Are there folds? Or special binding instructions?

**Response:** No folds and no special binding.

**Question: 27 (101.1 Patient Chart File)**

Will you be able to provide a sample as this is a highly customized print.

**Response:** Yes.

**Question: 28 (104.1 Protehi Hao Service Flyer)**

Which 2 colors? What is "Regular Paper"?

**Response:** Black and Red; 20 lb. paper

**Question: 29 (173.1 Health Certificate Application Form)**

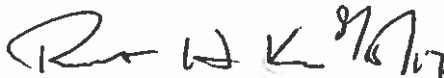
It says 3 Sheet/pad then it say 100/pad. Which is it?

**Response:** 3 Sheets per set with 100 sets per pad, should be 250 pads.

**Question: 30 (174.1 Health Certificate Renewal Form)**

It says 2 Color (Red/White) on white bond. White is not an ink color. Is it just 1 color ink?

**Response:** Should read 2 Color (Red/Black) on white bond paper.



CLAUDIA S. ACFALLE  
Chief Procurement Officer



DEPARTMENT OF PUBLIC HEALTH & SOCIAL SERVICE  
DIPATTAMENTON SALUT PUBLIKO YAN SETRISHON  
SUSIA7

NEW  
LOGO  
TR BE HERE  
BUREAU OF COMMUNICABLE DISEASE CONTROL  
IMMUNIZATION PROGRAM



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1123 Clinton Road  
Manila, Philippines 1004

# Patient Sign-In

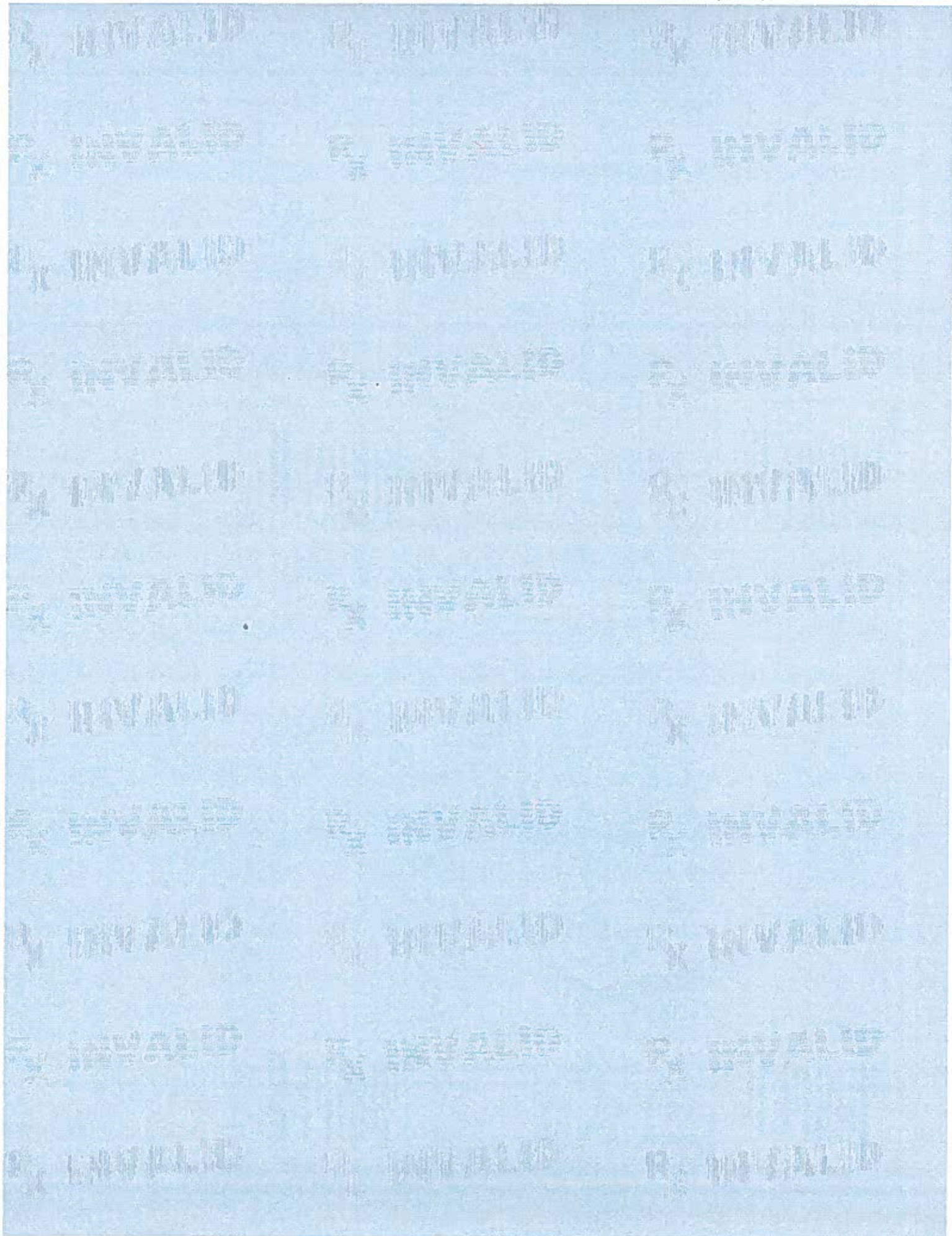
Date: \_\_\_\_\_

Please sign in and notify us if:  
you are a new patient, your insurance, telephone number or address have changed.

NO.	Please Print Name Sign-In on next available line	Arrival Time	Appt. Time	Appointment with	New Patient (✓)	Any change in address/phone/ insurance since last visit?
1	1					
2	2					
3	3					
4	4					
5	5					
6	6					
7	7					
8	8					
9	9					
10	10					
11	11					
12	12					
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18	18					
19	19					
20	20					
21	21					
22	22					
23						









# 93.1

GOVERNMENT OF GUAM



DEPARTMENT OF PUBLIC HEALTH & SOCIAL SERVICES  
(DIPATTAMENTON SALUT PUPBLEKO YAN SETBISION SUSIAT)  
123 Chalan Kareta, Mangilao, Guam 96913-6304

FIRST NOTICE OF REQUIREMENT TO COOPERATE AND RIGHT TO CLAIM GOOD CAUSE FOR REFUSAL TO COOPERATE  
IN CHILD SUPPORT ENFORCEMENT

**BENEFITS OF CHILD SUPPORT ENFORCEMENT:**

Your cooperation in the child support enforcement process may be of value to you and your child because it might result in the following:

- Finding the absent parent,
- Legally establishing your child(ren)'s paternity,
- The possibility that support payments might be higher than your welfare grant, and
- The possibility that you and your child(ren) may obtain rights to future social security, veterans or other government benefits.

**WHAT IS MEANT BY COOPERATION?**

The law requires you to cooperate with the Public Assistance and Child Support Offices to get any support owed to you and any of the children for whom you want TANF, unless you have good cause for not cooperating.

In cooperation with the Public Assistance Office or Child Support Office, you may be asked to do one or more of the following things:

- Name parent of any child(ren) applying for or receiving TANF, and give any information you may have to help find parent,
- Help determine legally who the father is, if your child(ren) was born out of wedlock,
- Give help to obtain money from absent parent, which will be given directly to you (you will continue to get your full TANF grant from the State)

You may be required to come to the Public Assistance Office, Child Support Office or the court to sign papers and/or give necessary information.

**WHAT IS MEANT BY GOOD CAUSE?**

You may have good cause not to cooperate in the State's efforts to collect child support. You may be excused from cooperation if you believe that cooperation would not be in the best interest of your child(ren) and if you can provide evidence to support this claim.

**IF YOU DO NOT COOPERATE AND YOU DO NOT HAVE GOOD CAUSE:**

- You will be ineligible for TANF.
- Your child(ren) will still be eligible for TANF for their own needs. Your child(ren)'s grant will go to another person called a "Protective Payee".

**WHEN YOU MAY CLAIM GOOD CAUSE:**

- If you want to claim good cause, you must tell a worker you think you have a good cause. You can do this at any time you believe you have good cause not to cooperate.
- If you claim "good cause", you must be given another notice. This notice will explain the circumstances under which the Public Assistance Office may find good cause, and type of evidence or other information the Public Assistance Office needs to decide your claim. You may also ask for this second notice to help you decide whether or not to claim good cause.

I have read this notice concerning my right to claim good cause for refusing to cooperate.

\_\_\_\_\_  
SIGNATURE OF APPLICANT/RECIPIENT

\_\_\_\_\_  
DATE

I have provided the applicant/recipient with a copy of this notice.

\_\_\_\_\_  
SIGNATURE OF ELIGIBILITY SPECIALIST

\_\_\_\_\_  
DATE





# eat smart!



8-5  
servings  
per day

## VEGETABLES

- 1/2 C Cooked or Raw Vegetables
- 1 C Raw Salad Greens, Cabbage, Celery, Fern, Limu, Daikon, Watercress



2-4  
servings  
per day

## FRUITS

- 1 Small Fruit
- 1/2 Banana
- 1/2 C 100% Fruit Juice
- 1/2 C Canned Fruit in Juice
- 3/4 C Pineapple
- 1 C Coconut Water



6-11  
servings  
per day

## GRAINS, BEANS & STARCHY VEGETABLES

- 1/4 C Taro
- 1/3 C Rice, Breadfruit, Cassava, Yam, Plantain (Green Banana), Sweet Potato
- 1/2 C Poi, Ramen, Potato, Pasta, Corn, Beans
- 3/4 C Pumpkin, Squash, Dry Cereal
- 1/2 Hamburger Bun
- 1 Slice of Bread



2-8  
servings  
per day

## DAIRY & CALCIUM-RICH FOODS

- 1/2 C Tofu with Calcium
- 1 C Lowfat Milk or Yogurt
- 4 C Taro Leaf (before it's cooked)
- 5 C Raw Spinach
- 1 oz. Cheese
- 4 oz. Fresh or Canned Fish with Bones



2-8  
servings  
per day

## MEAT, FISH & POULTRY

- 1 oz. Canned Tuna
- 1 oz. Chicken, Beef, Pork
- 1.5 oz. Fish, Shellfish
- 1 Tbs Peanut Butter
- 1/3 C Tofu, Soybeans
- 1/2 C Dried Beans
- 1 Egg



CAUTION  
limit  
servings  
per day

## FAT, SUGAR & ALCOHOL

- 1 tsp Oil, Butter or Mayonnaise
- 1 Tbs Coconut Cream, Sugar, Nuts
- 2 Tbs Coconut Milk & Meat, Salad Dressing, Sour Cream
- 1/2 C Ice Cream or Potato Salad
- 1 oz. Spam, Corned Beef, Portuguese Sausage, Chips
- 1 Slice Bacon or Avocado

Photos courtesy of: Nutrition and Physical  
Activity Section, Hawai'i Department of Health  
\* Portion sizes based on the Diabetes Exchange List

## Measuring helps you eat the right amount

This guide will show you how to use measuring tools to portion your food.  
This is one of the first steps in having a healthy diet.



### Tools and rules to ensure success!

#### Tools

- Measuring Cups
- Measuring Spoons
- Ruler
- Food Scale (optional)



#### Rules

- All measures should be level.
- Do not pack food.
- Measure foods after they are cooked.
- The fat you use to cook your food (butter, oil, lard) counts as a serving of fat.

### How to measure your food

1. Fill measuring spoon or cup.



2. Use a knife or flat edge to level measurement.



3. Add food to dish or plate



### Don't Forget...

Measure all liquids!



Measure all cooking fats!



All measures should be level!















Pacific Diabetes Education Program, a program of Papa Ola Lōkahi  
894 Queen St, Honolulu, HI 96813 | Phone 808-597-6555 | [www.pdep.org](http://www.pdep.org)  
PI-D-010 February 2008 \* This publication was made possible by the CDC (CA #05014). Its contents are solely the responsibility of the authors and do not necessarily represent the official views of the CDC.





# Better choices: Eat Less Salt

Bad	Not As Bad	Better
 <p>Ramen full pkg. seasoning • 820 mg salt</p>	 <p>Ramen 3/4 pkg. seasoning • 615 mg salt</p>	 <p>Ramen 1/2 pkg. seasoning • 410 mg salt</p>
 <p>Canned Mixed Vegetables 1/2 C • 121 mg salt</p>	 <p>Frozen Mixed Vegetables 1/2 C • 23 mg salt</p>	 <p>Fresh Mixed Vegetables 1/2 C • 18 mg salt</p>
 <p>Canned Salmon 3 oz. • 457 mg salt</p>	 <p>Canned Tuna in Water 3 oz. • 325 mg salt</p>	 <p>Fresh Fish (Example: Snapper) 3 oz. • 54 mg salt</p>
 <p>Regular Luncheon Meat 1 oz. • 395 mg salt</p>	 <p>Low Sodium Luncheon Meat 1 oz. • 290 mg salt</p>	 <p>Low Fat Corned Beef 1 oz. • 133 mg salt</p>
<p><b>Best</b> • Eating local foods like fruits, vegetables, fish and low fat meats, and whole grains (like brown rice) are the best choices for you. Eat smart and stay healthy!</p>		

\* To learn more about serving size and amount of salt in your food, read the Nutrition Facts Label found on most packages or cans. \* This publication was made possible by the CDC (CA #05014). Its contents are solely the responsibility of the authors and do not necessarily represent the official views of the CDC.



















 Pacific Diabetes Education Program, a program of Papa Ola Lōkahi

894 Queen St. Honolulu, HI 96813 | Phone 808-597-6555 | www.pden.org | PI-D-012 Februarv 2008

Control  
your  
diabetes  
for  
**LIFE**



# Better choices: Eat Less Sugar

Bad 	Not As Bad 	Better 
 Regular Soda 12 fl. oz. • 40 g sugar	 Diet Soda 12 fl. oz. • 0 g sugar	 Water 12 fl. oz. • 0 g sugar
 Canned Fruit Cocktail in Syrup 1/2 C • 22 g sugar	 Canned Fruit Cocktail in Water 1/2 C • 9 g sugar	 Fresh Fruit Salad 1/2 C • 0 g sugar
 Fruit Drink 8 fl. oz. • 28 g sugar	 100% Fruit Juice 8 fl. oz. • 24 g sugar	 Sugar Free Lemonade 8 fl. oz. • 0 g sugar
 Chocolate Chip Cookie 1 oz. • 10 g sugar	 Gingersnap 1 oz. • 6 g sugar	 Sugar Free Cookie 1 oz. • 0 g sugar
 Candy Bar 1 candy bar • 28 g sugar	 Chocolate Chip Granola Bar 1 granola bar • 6 g sugar	 Hard Candy 1 piece • 4 g sugar

**Best** • Eating local foods like fruits, vegetables, fish and low fat meats, and whole grains (like brown rice) are the best choices for you. Eat smart and stay healthy!

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Control  
your  
diabetes  
**LIFE** 



DEPARTMENT OF PUBLIC HEALTH  
AND SOCIAL SERVICES

COMMUNITY HEALTH  
CENTER

Drug Sensitivity

1. \_\_\_\_\_ Dr. \_\_\_\_\_

2. \_\_\_\_\_ Dr. \_\_\_\_\_

3. \_\_\_\_\_ Dr. \_\_\_\_\_

Blood Type \_\_\_\_\_

Rh Factor \_\_\_\_\_

Other \_\_\_\_\_

2016	
2017	
2018	
2019	
2020	
2021	
2022	
2023	
2024	
2025	
2026	
2027	
2028	
2029	
2030	

